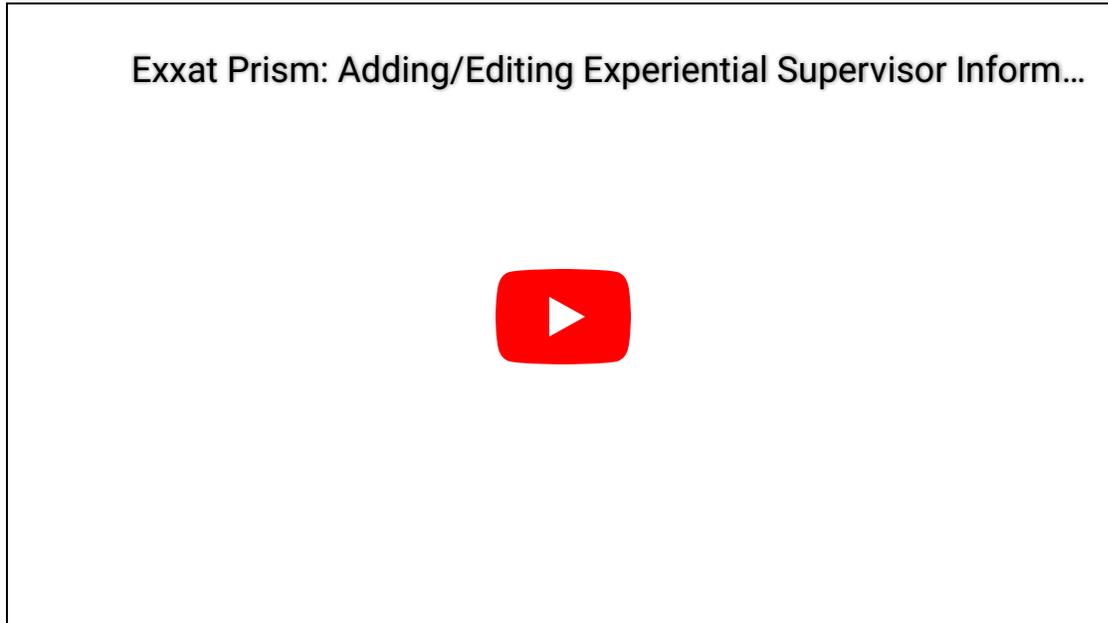


**During a placement, your school may request you to provide information about the clinician you are working with. To fill out this information, please follow the steps below.**

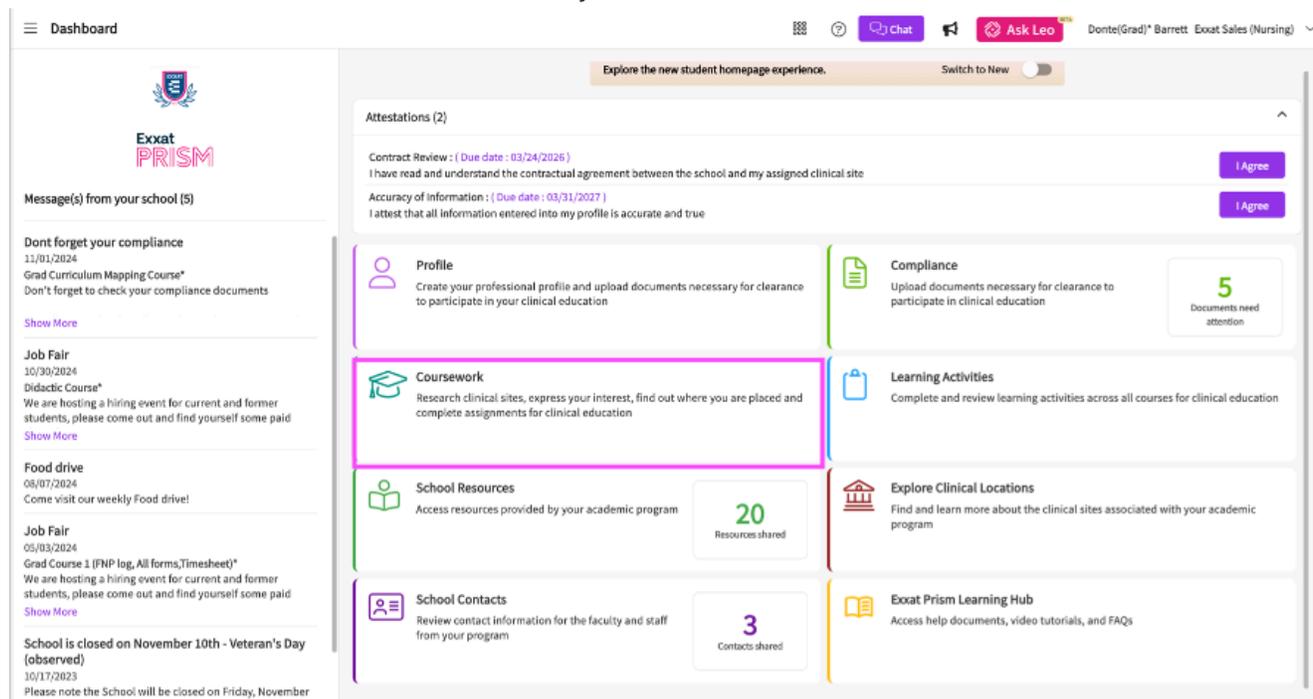
**Video Tutorial:**



**Steps:**

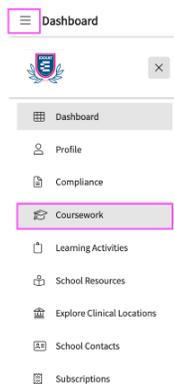
1. To navigate to the Coursework Section:

### 1a. Click on the Coursework Section from your Old Student Dashboard.



OR

### 1b. Click on the Left Hand Hamburger Menu and select the Coursework Option.



OR

### 1c. If you are using the New Student Dashboard. Click on the View All Coursework Option under My Coursework section.

The dashboard displays the following sections:

- Profile:** Good Afternoon, Don (Nov 4, 2024). Advanced Practice/DNP\* | ID: 788395. Barrett, Donte(Grad)\* (Don). Email: Sales. donte.barrett@exxatprism.com | (310) 984-1299. Complete Profile Attestations: 02 Pending.
- My Placements:** 10. Calendar view for May, Jun, Jul, Aug. NUR Demo 119 - Pre-DNP Clinical hours (Timesheets)\*. 01/01/2023 - 12/31/2025 | Placement ID: PM00001503. Bedlam Hospital Acute Care. Status: Current (Not Compliant).
- Compliance:** 09. 3/9 Requirements Completed. 5 document(s) need attention.
- Pre-placement Tasks:** 19. Wishlist open for 101 - Demo Course. Mock Rotation - 3 (10/10/2023 - 01/15/2025). Submit Preferences. Due on 02/01/2025.
- My Coursework:** 8. View All Coursework.
- Announcements:** 05. Don't forget your compliance Grad Curriculum Mapping Course\*. Don't forget to check your compliance documents. 11/01/2024.
- Job Fair:** Didactic Course\*
- Navigation:** School Resources, Explore Clinical Locations, School Contacts.

- The system will display all courses you are registered for.
- If you wish to see the courses that requires placement click on Require placement tab
- If you wish to see the didactic courses you can click on Do Not Require Placement tab
- The page will always list any current placements at the very top, followed by upcoming placements, and completed placements last.

Coursework

Require Placement | Do Not Require Placement

10 Results Found

COURSE DETAILS	TION	PLACEMENT DETAILS	LOCATION AND SETTING DETAILS	MAY NEED ATTENTION	ACTION
DPT 800 - Clinical Practice I* Current		Clinical Practice I Aug 22, 2022 - Dec 31, 2025	Abundant Health - Main Hospital (Geocoding Enabled, lo... Acute Care	Attestation pending	<a href="#">View Details</a>
DPT 850 - Clinical Practice II* Current		Clinical Practice II Jan 1, 2023 - Dec 31, 2025	Abundant Health - Main Hospital (Geocoding Enabled, lo... Acute Care	Attestation pending	<a href="#">View Details</a>
DPT 850 - Clinical Practice II* Current		Clinical Practice II Jul 11, 2024 - Sep 30, 2024	Allsports - Warren Neuro	Attestation pending	<a href="#">View Details</a>
10 - Wishlist Course		-	-	My Request closes on Dec 31st, 2025 12:00 AM EST Wishlist closes on Dec 31st, 2025 12:00 PM EST	<a href="#">View Details</a>
101 - Mock Course		-	-	-	<a href="#">View Details</a>
DPT 900 - Clinical Practice III*		-	-	-	<a href="#">View Details</a>
DPT 900 - Clinical Practice III*		-	-	-	<a href="#">View Details</a>
DPT 950 - Clinical Practice IV*		-	-	-	<a href="#">View Details</a>
PT Demo 800 - Clinical Practice I (Forms and Evaluations)*		-	-	-	<a href="#">View Details</a>
RDSL08201/2 - SEL /II		-	-	-	<a href="#">View Details</a>

6. Select the placement you would like to add clinician information by clicking View Details.

COURSE DETAILS	PLACEMENT DETAILS	LOCATION AND SETTING DETAILS	ACTION
DPT 900 - Clinical Practice III* <span>Current</span>	Rotation 3 Feb 1, 2023 - May 1, 2023	Advent Professionals - Kingston County <span>Home Health</span>	<a href="#">View Details</a>
DPT 800 - Clinical Practice I* <span>Completed</span>	Clinical Practice I Nov 5, 2018 - Mar 1, 2022	Crestview Orthopedics <span>Outpatient</span>	<a href="#">View Details</a>

7. PT and PTA students will see Clinical Instructor. PA, OT, and Nursing students will see the Preceptor. If your school had added clinicians on your behalf, they will be listed.

8. To add a clinician, click on the + icon.

### To Do List

**Clinical Instructor**
+

John Smith

[john.smith@exxat.com](mailto:john.smith@exxat.com)

-

9. A drawer will open, and you will provide your clinician's first name, last name, email, and phone number. Click Save once done.

a. Your program may also request you to provide supervision percentage. Reach out to your school for additional information and guidelines.

× Clinical Instructor Save

**Prefix**

**First name \***

**Last name \***

**Email \***

**Re-confirm email \***

**Phone**

**Supervision Percentage(%)**

10. You'll be asked to confirm adding a new clinician.

11. Your clinician will now be listed! If you are working with more than one clinician, follow the steps above to add additional contacts. If you need to make edits, click the pencil icon.

**To Do List**

**Clinical Instructor** +

<p>Geoffrey Ortiz </p> <p><a href="mailto:geoffrey.ortiz@example.com">geoffrey.ortiz@example.com</a></p> <p>(555) 555-5555</p> <p>Supervision: 40%</p>	<p>John Smith </p> <p><a href="mailto:john.smith@exxat.com">john.smith@exxat.com</a></p> <p>(555) 555-5555</p> <p>Supervision: 60%</p>
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